

Vermont Developmental Disabilities Council
Executive Committee Meeting Minutes ~ February 6, 2023
On-line meeting with Zoom

Present:	Anastasia Douglas, Mike Gruteke, Steve Kieselstein, Jesse Suter, Crista Yagjian
Absent:	Candice Price, Courtney Quinlan
VTDDC Staff:	Kirsten Murphy, Chelsea Hayward

1. Welcome and Adopt Minutes:

The meeting began at 10:04 am. There was a quorum.

1. Executive Director's Report:

- **Leadership 2023**

The Committee discussed if it was financially sustainable to continue hosting the Vermont Leadership Series annually. VTDDC handles the majority of expenses, with Vermont Family Network and UVM's Center for Disability and Community Inclusion providing additional support; GMSA also contributed to the costs this year.

This year's series was approximately \$9,000 over budget, Kirsten reported. She explained that this was largely due to: (1) the pandemic, which meant that organizers decided to give all participants single hotel rooms; (2) the need for live transcription due to a participant who needed this accommodation.

Kirsten asked the group for feedback regarding hosting the Series every other year.

Committee members said that they regard this as one of VTDDC's strongest projects. If funding can be found, the Committee is supportive of continuing with an annual Series.

- **Summer Conference**

Kirsten announced that the NACDD Annual Conference would be held in Orlando, FL this year on July 25-28. She does not anticipate that VTDDC will take as large a group this coming year. However, the Chair should ask at the March Quarterly meeting for interested members to let the Executive Committee know.

2. Program Committee

- **Program Committee has reviewed and recommended appropriating \$56,150.**

Kirsten reviewed the notes from the Program Committee meeting of 1/31/23.

- The Council has awarded \$30,000 for Year 2 already.

- Many objectives in the Five-Year Plan will be covered by nearly \$400,000 in grant money that Kirsten has successfully secured from the State and other sources outside of VTDDC’s annual appropriation from Congress.
- There is about \$62,000 dollars that must be obligated and spent by September 2023.

Kirsten shared a list of potential investments recommended by the Policy Committee for the Executive Committee to consider (attached). Steve noted that the first two years of the Five-Year plan let the Council “test drive” new ideas to see which projects get the most traction.

- **Does the Executive Committee want to call a special meeting for full Council to approval?**

The Executive Committee considered the barriers and benefits to hosting a special meeting. Jesse made the point that even if the meeting was totally remote it would still be difficult to assemble a quorum. Public Meeting law does not allow decision-making to take place over email. Despite the tight deadline, Steve expressed that appropriating the extra funding wasn’t controversial when the Program Committee reviewed possible investments.

Motion: Steve moved to adopt the recommendations of the Program Committee. Crista seconded. **Motion passed: 5-0-0.**

3. Chair’s Report:

- **Election for Chair**

Mike reminded the Committee that he was going to rotate off the Council in March and that his position would be open for member candidates. Anastasia said she would like to be considered for Chair and would prepare a written statement.

- **Vice Chair**

Crista expressed interest in becoming Vice Chair again.

4. Adjourn

The meeting adjourned at 10:58 am.

Respectfully Submitted,

Chelsea Hayward
Coordinator of Communication

Attachment A

Potential investments recommended by Program Committee

Objective and Purpose	KM suggests	Balance
Obj. 1.2, 1.4, 4.1 Green Mountain Self-Advocates	\$30,000	
2 nd half of FFY;23		\$32,189
Obj. 4.1, Vermonter Poll	\$ 2,400	
Continuation from FFY'22		\$29,789
Obj. 1.5, plain language info RE adult services	\$10,000	
New Project: RFP for writer		\$19,789
Obj. 1.3, guardianship campaign (attached)	\$8,750	
Continuation from FFY'22 (request is \$11,750)		\$ 11,039
Obj. 4.2, Disability Awareness Day	\$ 5,000	
Same as last year (request is \$10,000)		
What's left		\$ 6,039